

CITY OF ILWACO

City Council

MEETING MINUTES

Regular Meeting -- February 22, 2010

CALL TO ORDER

Mayor Cassinelli called the meeting to order at 6:00 p.m. and the Pledge of Allegiance was not recited as there was no flag in the meeting room.

ROLL CALL

Present: Mayor Cassinelli, Council members Jensen, Chin, Greene and Forner. Council member Marshall's absence was excused.

APPROVAL OF MODIFIED AGENDA

Councilor Greene stated he would like to add the planning document regarding retainage release for the Fire Hall and Community Building projects to the agenda. Mayor Cassinelli reported that Business Item #3 Beard's Hollow Project could be removed since Margarita Cullimore has confirmed that her questions were answered in writing by Gary Kobes. A motion to approve the modified agenda was made by Greene, seconded by Forner and the vote unanimous.

APPROVAL OF CONSENT AGENDA

Greene made a motion to approve the consent agenda that includes the February 8, 2010 meeting minutes and claims and vouchers #808626-808639 and #29169-29201 as submitted. It was seconded by Jensen and the vote was unanimous with Greene recusing himself from voting on the approval of the minutes since he was not present at the last meeting.

STAFF REPORTS

Fire Chief Tom Williams reported that he, Gary Forner and Police Chief Flint Wright attended ICS 400 classes in South Bend. Planning Commission member, Don Parsons, reported that Gary Wirkkala had submitted his resignation as a member of the Planning Commission so there is one open seat. In addition, at the request of the Mayor, the Planning Commission is researching other cities' planning fee rates as a guide to set/revise Ilwaco's fees per the Ilwaco Municipal Code 15.08.065. Gary Kobes stated that the retention pond for Beard's Hollow project has been eliminated and the alternative storm drain system is nearly complete, landscaping starts this week and realigning the road remains. City Treasurer Elaine McMillan stated that the January Treasurer's report is included in the Council members' packets and that she scheduled an Audit Exit conference for March 25 and a meeting with the new insurance provider on March 3. McMillan reported that, in addition to meeting with the Small Cities Specialist for two full days and attending a financial reporting seminar, that she attended meetings with the Fire Chief and Mayor regarding the Fire Chief's salary, and with Councilor Greene regarding releasing retainage on the Community Building and Fire Hall projects. Adding

to the Treasurer's report, the Mayor stated that he reviewed budgets with the sewer and water plant managers in order to control costs.

COUNCIL REPORTS

Chin expressed thanks to the City crew for re-erecting the Lake Street sign, and Mayor Cassinelli added that a number of street signs will be replace. Chin additionally reported that she contacted Skip Rand of RCAC who will begin a water/sewer rate structure analysis in about three months time. Forner reported that he attended the IMA meeting and the ICS 400 classes in South Bend.

MAYOR'S REPORT

Mayor Cassinelli reported that the City was represented by three charter fishing businesses at the Portland Sportsman Show. A final walkthrough of the Community Center building was conducted on Saturday, February 20, with Jack Williams and Gary Kobes since the one year warranty on the building structure is near expiration—the Mayor noted that the warranty expiration does not apply to equipment within the building. A few repairs/corrections remain to be completed. The Mayor also stated a new City Clerk, Normandie Hand, has been hired.

COMMENTS OF CITIZEN AND GUESTS

Don Berger said he was happy Ordinance 765 failed and that the Planning Commission is working on revising fee; questioned how the dirt from the Beard's Hollow project piled on MSW property would be handled; questioned why an individual he did not name, was allowed to collect fees from various entities including the City; and said that charging permit applicants for professional fees was good. Richard Patana expressed concern about drivers not respecting crosswalk regulations and also asked the City to keep working on the problem of speeding in the city. Patty Taft said she was also concerned about drivers ignoring pedestrians in crosswalk and asked if a crosswalk could be placed near the Surf Pines driveway—Mayor Cassinelli reported that the State is responsible for crosswalks and that he believes Ann Saari is working with them and Councilor Jensen added that crosswalks cannot be installed where there is no curb cut. The Mayor thanked Police Chief Wright and all the police officers for their efforts in the manhunt to apprehend the man accused of shooting State Trooper Johnson.

BUSINESS ITEMS

1 City Clerk—The Oath of Office was administered by Mayor Cassinelli witnessed and documented by City Treasurer, Elaine McMillan, for Normandie Hand – City Clerk; Jensen, Chin, Greene and Forner – City Council.

#2 EDC Contract—A motion to approve the EDC membership dues contract for the year 2010 in the amount of \$500.00 for professional services was made by Jensen, seconded by Greene and passed unanimously.

(#3 Beard's Hollow Project—removed per amended Agenda.)

#3 Loyalty Days Children Parade—Melissa Herrold, Port of Ilwaco Harbor Master requested street closures to accommodate the Children's Parade and that the City provide first, second and third place "Mayor's Choice Awards" at a total cost of \$36.00. The motion to approve the

City of Ilwaco's participation including street closure and tapping the Hotel/Motel Tax fund to pay for the awards was made by Greene, seconded by Jensen and unanimously approved.

#4 Retainage for DOR—A motion was made by Greene and seconded by Jensen to authorize the Mayor and City Treasurer to release retainage in the amount of \$102,771.04 on the Fire Hall and \$131,945.88 on the Community Building to be paid to Team once the necessary certificates are in hand from DOR and Employment Security. During the discussion, a point was made that there are still some issues with the Fire Hall that need to be reviewed before retainage for that building is released. Greene modified the motion in order to split it into two—the first dealing with the Community Building and the second with the Fire Hall—and Jensen who had seconded the original motion, agreed.

Greene moved that the Council authorize the Mayor and Treasurer to release the retainage of \$131,945.88 for the Community Building once the City receives all necessary certificates and authorizations from the Revenue, Labor & Industry and Employment Security departments. Jensen seconded the motion. Motion passed 4-aye (Jensen, Chin, Greene, Forner), 0-naye, 1-absent (Marshall).

Greene moved that the Council authorize the Mayor and Treasurer to release the retainage of \$102,771.04 for the Fire Hall once the City receives all necessary certificates and authorizations from the Revenue, Labor & Industry and Employment Security departments and a final completion notification from the City's architect. Jensen seconded the motion. Motion passed 4-aye (Jensen, Chin, Greene, Forner), 0-naye, 1-absent (Marshall).

DISCUSSION

Mayor Cassinelli distributed to Council members correspondence from Measure-Tech with the results of the recent calibration of instruments at the waste and fresh water facilities.

EXECUTIVE SESSION

City Council members went into Executive Session for 15 minutes to discuss a contract proposal to hire a new City Attorney.

RESUMPTION OF REGULAR SESSION

The Mayor and Council members returned to resume the regular Council meeting and Mayor Cassinelli reported that no decisions were made by the Council while in Executive Session.

Jensen made a motion to authorize the Mayor to sign the legal services agreement with Stafford Frey Cooper and Richard Dykstra to represent the City on the claims against David Nelson and the Nelson Law Firm PLLC in regard to the Fire Hall fire insurance claim. Greene seconded the motion and the vote to approve was unanimous.

At 7:18 p.m. Greene moved that the meeting be adjourned, Jensen seconded and the vote was unanimous. Mayor Cassinelli adjourned the meeting at 7:18 p.m.